Project Name: EdFIRST

OCIO Project #: 5225-123			04.4	_
Department: Corrections and Rehabilitation	<u> </u>		Status	з кер
Revision Date: 5/19/09	_			
Progress Report Team Me	mber to	Project Manage	r	
Task Summary				
Task or Deliverable		Scheduled Completion Date	Actual Completion Date	Issues
Accomplished this week			<u></u>	
Planned/Scheduled Completion in Next Two Weeks				
Status Summary	Yes/No		Explanation	
Will all assigned tasks be accomplished by their due date?				
Are there any planned tasks that won't be completed?				
Are there problems which affect your ability to accomplish assigned tasks?				
Do you plan to take time off that is not currently scheduled?				

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Status Report

Status of Assigned Issues

Issue Number	Description	Due Date	Status

Status Report - Project Manager to Sponsor

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
Were recent milestones completed on schedule?	No	State budget delay	Project start delayed - behind schedule	SPR to rebaseline
Were any key milestones or deliverables rescheduled?	Yes	State budget delay	Project start delayed - behind schedule	SPR to rebaseline
3. Was work done that was not planned?	No			
4. Were there any changes to scope?	Yes	SOMS contract awarded	Possible change to EdFIRST solution	Compare EdFIRST juvenile and adult requirements to the full education capability of the awarded SOMS vendor. This will result in either procuring the additional education module from the SOMS vendor, OR procuring an EdFIRST COTS solution via a DGS RFP.
5. Were tasks added that were not originally estimated?	Yes	SOMS contract awarded	Possible change to EdFIRST solution	See #4 above.
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	No			

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8. Are there any new major issues? 9. Are there any staffing problems? No Difficulty finding suitable SSS I No impact currently. Interview ranked 4 and below candidates.

Look Ahead View

Questions	Yes/No	Impact	Action Required
Will upcoming critical path milestones or deliverables be delayed?	Yes	Overall schedule delay	SPR to rebaseline based on gap analysis
Do any key milestones or deliverables need to be rescheduled?	Yes	Overall schedule delay	SPR to rebaseline based on gap analysis
3. Is there any unplanned work that needs to be done?	No		
Are there any expected or recommended changes to scope?	No		
5. Are there any tasks not originally estimated that will need to be added?	No		
Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	Yes	Overall schedule delay	SPR to rebaseline based on gap analysis
8. Are any major new issues foreseeable?	No		
Are any staffing problems anticipated?	Yes	May not be able to fill SSS I this FY	Interview ranked 4 and below candidates.

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Current Status and Accomplishments:

Describe deliverables completed and milestones met during this reporting period.

Tentative award on 4/28/09 to KPMG as Procurement Consultant. Expect contract approval by end of May. Hired Sheila Fang (starts June 8th) in the Staff PA position. Continuing to interview for the SSS I position. Addressed scanner issue with SOMS.

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Conduct SIS Procurement	6/1/09	10/29/10	Delayed	State budget approval - milestone delayed	
Initiation Phase	7/1/09	12/15/09	PIOIECIEO DEIAV	State budget approval - milestone delayed	
Determine Requirements	6/3/09	6/2/09	On Schedule		
Perform Gap Analysis	7/20/09	7/20/09	On Schedule		

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule			х	EdFIRST will submit SPR to rebaseline based on results of gap analysis.
Milestones			х	EdFIRST will submit SPR to rebaseline based on results of gap analysis.
Deliverables			х	EdFIRST will submit SPR to rebaseline based on results of gap analysis.
Resources			х	Staff PA begins June 8th. Continuing interviews for SSS I.
OneTime Cost	x			
Continuing Cost	x			

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Status Report

Status Reports - Sponsor to Steering Committee

Summary Milestones and Highlights

Project Milestones:

List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Conduct SIS Procurement	6/1/09	10/29/10	Dolavou	State budget approval -	
Initiation Phase	7/1/09	12/15/09	I IUIECIEU DEIAV	State budget approval -	
Determine Requirements	6/3/09	6/2/09	On Schedule		
Perform Gap Analysis	7/20/09	7/20/09	On Schedule		

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

* Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule			х	EdFIRST will submit SPR to rebaseline based on results of gap analysis.
Milestones			х	EdFIRST will submit SPR to rebaseline based on results of gap analysis.
Deliverables			х	EdFIRST will submit SPR to rebaseline based on results of gap analysis.
Resources			х	Staff PA begins June 8th. Continuing interviews for SSS I.
One Time Cost	x			
Continuing Cost	x			

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score	
	High Degree of Buy-In	0		
Customer Buy-In	Medium Degree of Buy-In	1	0	
	Low Degree of Buy-In	2		
	Strong Viability	0		
Technology Viability	Medium Viability	1	0	
	Weak Viability	2		
	<5%	0		
Status of the Critical Path (delay)	5% to 10%	1	2	
	>10%	2		
4. Cook to Date up Fatimated Cook to	<5%	0		
Cost-to-Date vs. Estimated Cost-to- Date (higher)	5% to 10%	1	0	
Date (Higher)	>10%	2		
5 High Drobobility High Impost	0 to 3	0		
High-Probability, High-Impact Risks	4 to 6	1	1	
Nisks	>6	2		
6. Unresolved Issues	On time	0		
(on time resolution)	Late with no impact	1	0	
	Late impacting the critical path	2		
	Fully engaged	0		
7. Sponsorship Commitment	Partially engaged	1	0	
	Inadequate enagement	2		
	Strong alignment	0		
8. Strategy Alignment	Partial alignment	1	0	
	Weak or no alignment	2		
	Strong	0		
9. Value-to-Business	Medium	1	0	
	Weak	2		

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		Total	9	
	Ineffective	2		
15. Team Effectiveness	Moderately Effective	1	0	
	Highly Effective	0		
(70 of chort that is overtime)	>25%	2		
14. Overtime Utilization (% of effort that is overtime)	15-25%	1	0	
4.4. Occarding a Hailingting	<15%	0		
	<80% assigned and available	2		
13. Actual vs. Planned Resources	80-90% assigned and available	1	2	
	>90% assigned and available	0		
(rate of production as planned)	<80% on time	2		
12. Deliverable Hit Rate (rate of production as planned)	80-90% on time	1	2	
40. Deliverable Litt Dete	>90% on time	0		
(rate or acmevement as planned)	<80% on time	2		
 Milestone Hit Rate (rate of achievement as planned) 	80-90% on time	1	2	
14 Milestone Hit Date	>90% on time	0		
following the scorecard)	Weak	2		
rationale for the rating in the field	Medium	1		
10. Vendor Viability (provide	Strong	0		

Green = 0 - 8 Yellow = 9 - 19Red = 20 +

Vendor Viability Rating Rationale			
N/A - Vendor not selected as of this report.		•	